

July 17, 2024

**Dr. Cheryl C. Batistel**

Head  
Associate Professor  
Department of Biological Sciences  
Visayas State University  
Baybay City, Leyte, Philippines

Good day!

I am Geoffrey T. Ociones, a fresh graduate of Bachelor of Science in Biology with a major in Ecology. With the vacancies in the Department of Biological Sciences for part-time instructors, I am thrilled to announce my willingness to be an applicant. My interest in helping the institution to broaden the young minds of Viscans, especially in the field of biology, let me decide to apply. Bringing my values, skills, and learned competencies from both my academic and civic involvements in the past. And my passion for teaching and assisting people strengthens the call for this position.

I am also eager to be taught and trained, especially considering that I don't have an education degree and only have a little background in teaching from my relevant experiences. But I can assure you that I could handle the need for technicalities in our field, like technical writing, field assessments, and the ability to make public presentations and speak, for which I am proud to have a skill.

With the abovementioned interest and intention, I hope to receive a positive response from your respective office with the contact details herewith attached.

Thank you so much and have a blessed day ahead!

Very truly yours,

**Geoffrey T. Ociones**

Applicant  
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